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# MOREHOUSE COUNCIL ON AGING, INC.

# Bastrop, Louisiana

# FINANCIAL STATEMENTS

June 30, 2008

Under provisions of state law, this report is a public document. Acopy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 1/21/09

Marsha O. Millican Certified Public Accountant Shreveport, Louisiana

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# INDEPENDENT AUDITOR'S REPORT

Board of Directors Morehouse Council on Aging, Inc. Bastrop, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Morehouse Council on Aging, Inc., as of and for the year ended June 30, 2008 which collectively comprise the Council's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Morehouse Council on Aging, Inc., management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations". Those standards and A-133 require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Morehouse Council on Aging, Inc. as of June 30, 2008, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis presented on pages 3 through 11 and the supplementary financial information required by GASB 34 on pages 41 through 43, the supplementary financial information required by GOEA on pages 44 and 45, and the supplementary financial information required by OMB Circular A-133 on page 46 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

In accordance with <u>Government Auditing Standards</u>, I have also issued a report dated December 31, 2008 on my consideration of Morehouse Council on Aging, Inc.'s internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of my audit.

Certified Public Accountant

Marcha D. Millican

December 31, 2008



200 Elm Street, East Madison Park P.O. Box 1471, Bastrop, LA 71221-1471 Phone (318) 283-0845 Fax (318) 283-0835

# MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

This section of the Morehouse Council on Aging, Inc. 's annual financial performance during the fiscal year that ended on June 30, 2008. Please read it in conjunction with the Council's financial statements, which follow this section.

### FINANCIAL HIGHLIGHTS

- The Council showed a net increase in overall net assets of \$12,419 this year.
- Net Capital Assets of the Council decreased by \$3,734 for the year due to asset purchases of \$25,691 and depreciation of \$29,435.
- The unreserved, undesignated fund balance for the Council's General Fund was \$83,746 at year-end, which is a \$22,217 increase from the prior year.

### HOW TO USE THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (on pages 12 and 13) provide information about the activities of the Council as a whole and present a longer-term view of the Council's finances. Fund financial statements begin on page 14. For governmental activities, in the short-term as well as what remains for future spending. Fund financial statements also report the Council's operations in more detail than the government-wide statements by providing information about the Council's most significant funds.





Our auditor has provided assurance in her independent auditor's report, located immediately after this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor is providing varying degrees of assurance about Supplementary Financial Information Required by GASB Statement 34 and Supplementary Financial Information Required by GOEA that follow later in this reporting package. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

# Reporting the Council as a Whole Using Government-Wide Statements

Our analysis of the Council as a whole begins on page 7. An important question to ask about the Council's finances is, "Is the Council as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities (referred to collectively as the Government-Wide Financial Statements) report information about the Council as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The Government-Wide statements can be found on pages 12 to 13 and report the Council's net assets and changes in them. Some of the net assets are restricted which means they can only be used for a specific purpose. The Statement of Net Assets is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net assets are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, you will need to consider other nonfinancial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

The Statement of Activities provides information that shows how the Council's net asset changed as a result of this year's activities. All of the Council's significant activities are reported in the Statement of Activities. These activities include an Administration function and a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include various supportive

social services, nutritional services, utility assistance, and disease prevention and health promotion. The Council also administers a Section 8 Housing Program for the Morehouse Parish Police Jury. All activities of the Council are considered to be governmental activities. A governmental activity is one where the Council uses money it receives from government grants and contracts, along with donations from the general public, to pay for the services it provides to the general public, or a segment of the general public, such as the elderly. In other words, the people benefitting from the services are not required to pay for what they receive. If the Council charged fees to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The Council does not have any business-type activities.

# Reporting the Council's Most Significant Funds using Fund Financial Statements

Our analysis of the Council's Governmental funds begins on page 9. The Fund Financial Statements can be found on pages 14 and 15 and provide detailed information about the most significant funds — not the Council as a whole. In the Fund Financial Statements you will see a General Fund and a variety of Special Revenue Funds. The General Fund is used to account for all financial resources except those that are required to be accounted for in another fund. The Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. By using separate funds to track revenues and expenditures, we can control and manage funds for particular purposes or we can show that the fund is meeting legal responsibilities for using certain grants and other money.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Council's programs. We have presented the difference between the net assets of governmental activities and the fund balances of the governmental funds in a reconciliation at the

bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in net assets for the governmental funds and the change in net assets for the governmental activities has been presented in a reconciliation on a separate page that follows the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds.

### Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17 to 40. You should read the notes before making assumptions or drawing conclusions about the Council's financial condition.

# Supplementary Financial Information Required by GASD Statement 34

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each <u>major</u> Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final appropriated budgets' to actual budget results for the Council's fiscal year. We have also opted to present positive and negative variances between the final budget and actual amounts.

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which we believe is important to present for the Council's financial statement users.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, it is presented as the second item in this reporting package and not with the other RSI by GASB Statement 34.

# Other Supplementary Financial Information Required by GOEA and OMB Circular A-133

The Council has also presented other required supplemental information in this report package.

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information on pages 44 and 45. This information will be used by GOEA to verify the accuracy of information the Council submitted to it during the year and to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council. Information required by OMB Circular A-133 is presented on page 46.

# AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects condensed information on the Council's net assets for the year ended June 30,

	2008	<u>      2007                             </u>
Current and other assets Capital Assets, net of depreciation	\$ 242,539 371,879	\$ 200,356 375,613
Total Assets	614,418	575,969
Accounts Payable and Accrued Expenses Notes Payable	132,583 168,953	112,617 168,710
Total Liabilities	301,536	281,327
Invested in capital assets, net of related debt Restricted Unrestricted	202,926 26,210 83,746	375,613 25,290 (106,261)
Total Net Assets	\$ 312,882	\$ 294,642

As of June 30, 2008, the Council "as a whole" had assets greater than its liabilities by \$312,882.

The net assets that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them.

For the year ended June 30, total revenues exceeded total expenditures as follows:

	2008	2007
Revenues		
Program Revenues:		
Operating Grants and Contributions	\$ 1,942,709	\$ 1,061,479
Capital Grants	_	-
General Revenues:		
Unrestricted grants and contributions	206,535	107,933
Other General Revenues	<u>45,287</u>	25,858
Total Revenues	2,194,531	1,195,270
Direct Program Expenses of the Health,		
Welfare, and Social Services Function:		
Supportive Services:		
Other Supportive Services	13,662	4,229
Homemaker	35,151	81,816
Information and Assistance	2,496	8,062
Legal Assistance	4,800	4,800
Outreach	3,852	5,035
Transportation	123,560	90,859
Nutrition Services:		
Congregate Meals	113,748	104,912
Home Delivered Meals	129,756	124,088
Utility Assistance	5,199	4,535
Disease Prevention and Health Promotion	4,200	3,835
National Family Caregiver Support	24,983	24,533
Section 8 Housing	486,522	541,008
Senior Housing	883,909	_
Direct Administration Expenses	<u>344,453</u>	182,570
Total Expenses	2,176,291	1,180,552
Increase (Decrease) in Net Assets	\$ <u>18,240</u>	\$ 14,718

### AN ANALYSIS OF GOVERNMENTAL ACTIVITIES

Most of the Council's activities are funded by federal, state, and local grants. These grants amount to approximately 88% of the revenues of the Council in 2008. Some of these grants are restricted which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year, however, some grant amounts may change based upon the level of service provided by the Council under the terms of the particular grant award.

The Council also receives donations from its clients and the general public. These revenues help to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues represented 4% of the total revenues of 2008.

The Council invests idle funds and is able to earn some interest on this money each year. The investment earnings are used or accumulated as necessary to meet expenses each year.

When reviewing the Government-Wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. The Council's largest activities are related to supportive services and nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Morehouse Parish. There is a high demand for these services; therefore, resources are channeled to meeting the demand.

# AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND - FINANCIAL STATEMENTS

### Fund Balances

The Council showed a combined governmental fund balance of \$109,956 at the end of this year, which is an increase of \$22,217 versus last year.

### Revenues

The combined fund revenues increased \$1,014,303 this year versus last year largely as a result of the revenue of \$883,704 from Senior Apartments.

### Expenditures

Total expenditures increased by \$999,687 largely as a result of the expenditures of \$883,909 from Senior Apartments.

### AN ANALYSIS OF THE GENERAL FUND BUDGET

Over the course of this past fiscal year the budget was amended one time. The amendment was approved at a Board of Directors meeting on April 22, 2008. The amendment effectively approves any expenditure that had already been incurred that exceeded its original budgeted amount. The primary reasons for amending the budget are to account for unanticipated changes in both revenues and expenditures and to prevent compliance violations under the Council's grants from GOEA.

You can find schedules of the original and amended budgets for the General Fund in the Supplementary Financial Information Required by GASB Statement 34 section of this report on page 41. Variances are a result of the budget amendment process, which allows us the opportunity to use hindsight to adjust the forecast that it made at the beginning of the year. With only two months left in the fiscal year at the time the budget is amended, the risk of a significant budget overrun is reduced because of our ability to more accurately predict what will occur over a shorter period of time versus a longer period of time.

### AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION

At the end of the year, the Council had \$371,879 in fixed assets net of accumulated depreciation. This amounted to a net decrease of \$3,734. This decrease is due to asset purchases of \$25,691 and depreciation expense of \$29,425.

The Council reduced its outstanding debt by \$14,798 during the year.

# ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The council receives most of its funding from federal and state agencies. Because of this, the source of income for the Council However, some of the Council's grants and is rather steady. contracts are contingent upon the level of service provided by the Council, and therefore, revenues may vary from year to year. In setting its budget for fiscal year 2009, it was important that we deliver at least the same level of service to our clients and the public as we did in 2008. All of the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2009. There have been no significant changes to the funding levels or terms of the grants and contracts. Accordingly, we have set our initial budget to provide the same programs and levels of service next year. GOEA has also approved the Council's budget for next year. There are no plans to add any significant programs for next year.

### CONTACTING THE COUNCIL'S MANAGEMENT

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Mr. Reggie DeFreese, Jr., Executive Director, at the Council's main office located at 200 Elm Street, Bastrop, Louisiana, or by phone at 318-283-0845.

# Government Wide Statement of Net Assets

# June 30, 2008

	Governmental Activities
Assets	
Cash	\$ 216,750
Grants and contracts receivable	25,619
Deposits	170
Capital assets, net of	
depreciation	371,879
Total assets	\$ 614,418
Liabilities	
Accounts payable	\$ 132,583
Notes payable:	
Current portion	10,623
Non-current portion	158,330
Total liabilities	\$ 301,536
Net assets	
Invested in Capital Assets, net of debt	\$ 202,926
Restricted for:	
Utility Assistance	26,210
Unrestricted	83,746
Total Net Assets	\$ 312,882

The accompanying notes are an integral part of this statement.

# GOVERNMENT WIDE STATEMENT OF ACTIVITIES

For the Year ended June 30, 2008

Net (Expenses) Revenues and

Increases (Decreases) in Net Program Revenues Assets	Capital Grants	nd Gov	Contributions Contributions Activities					2,619 \$ - \$ (11,672)	1		•		134,07423,341			135,419 46,230	6,119 - 920		28,7054,020	486,522 -57,897		26,137	1,942,709 \$ - \$ (233,582)	206,535 45,287 251,822 18,240 294,642
Pro		Charges for Oper	Services (					· ·					,			,	•	•	,				- 8	eneral Revenues: Grants and contributions not restricted to specific programs Miscellaneous Total general revenues and special items crease (Decrease) in net assets et assets - beginning of the year
I	İ	-	Expenses					\$ 629	21,921	1,740	4,800	2,425	33,855		47,970	51,893	ī	,	7,742	57,897	87,444	(318,316)	-	reral Revenues: rants and contributions not restricted to s fiscellaneous Total general revenues and special items rease (Decrease) in net assets assets - beginning of the year
		Direct	Expenses					\$ 13,662	35,151	2,496	4,800	3,852	123,560		113,748	129,756	5,199	4,200	24,983	486,522	883,909	344,453	1 II	General Revenues: Grants and contributions not ree Miscellaneous Total general revenues and sp Increase (Decrease) in not assets Net assets - beginning of the year
				Functions/Programs	Governmental Activities	Health, Welfare & Social Services:	Supporting Services:	Other Services	Homemaker	Information and Assistance	Legal Assistance	Outreach	Transportation	Nutrition Services:	Congregate Meals	Home Delivered Meals	Utility Assistance	Disease Prevention and Health Promotion	National Family Caregiver Support	Section 8 Housing	Senior Housing	Administration	Total Governmental activities	

MOREHOUSE COUNCIL ON AGING, INC.
Balance Sheet
Governmental Funds
June 30, 2008

																						(168,953)	371,879
	Total	216,750	25,619	26,210	170	268,749			132,583	26,210	158,793			26,210		83,746		109,956		268,749			
		<del>5/1</del>			ļ	643			<del>∽</del>											S	ise:		
	Non-Major Funds		•	26,210	ı	26,210				•				26,210		•		26,210		26,210	different becau		
;	Non-N	<b>⊱</b> 9				<del>∽</del>			↔											<b>9</b> €	ssets are	lunds	urces
, , , , , , , , , , , , , , , , , , ,	Senior Flousing	141	8,079	•		8,220			8,079	141	8,220			F		•				8,220	tement of net a	ernment wide f	n financial reso
	Senic	59 #±				<del>6</del>			<b>€</b>											<b>6</b> 49	in the sta	n the gov	ies are no S
	Section 8	93,119	ı	•		93,119			93,119	,	93,119					•	,	1		93,119	Amounts reported for governmental activities in the statement of net assets are different because:	Notes payable are not reported as revenue in the government wide funds	Capital assets used in governmental activities are not Imancial resources and therefore are not reported in the funds
•		₩				€			<b>6</b> 49											<u>م</u>	governn	not repor	in gove
- -	General Fund	123,490	17,540	1	170	141,200			31,385	26,069	57,454			•		83,746		83,746		141,200	nts reported for	tes payable are	pital assets used nd therefore are
(	3	<del>49</del>				S			6 <del>4</del>											<b>↔</b>	Amon		, 2 =
		Assets Cash	Grants and contracts receivable	Due from other funds	Deposits	Total Assets	Liabilities and Fund Balances	Liabilities:	Accounts payable	Due to other tunds	Total Liabilities	Fund Balances:	Reserved for:	Utility assistance	Unreserved/Undesignated:	General Fund	Special Revenue Fund	Total Fund Balances	Total Liabilities and Fund	Balances			

The accompanying notes are an integral part of this statement.

Net Assets of Governmental Activities

\$ 312,882

# Statement of Revenues, Expenditures and Changes in Fund Balance Governmental Funds For the Year Ended June 30, 2008

	General	Section 8	Senior Housing	Non-Major Funds	Total
REVENUES					
Intergovernmental:					
Governor's Office of					
Elderly Affairs	\$ 30,660	\$ -	\$ -	\$ 384,182	\$ 414,842
Housing & Urban Development	52,916	486,522	823,704	-	1,363,142
Health & Hospitals	10,782	-	-	-	60,000
Social Services	90,910	-	-	-	90,910
Federal Home Loan Bank	-	-	60,000	-	10,782
Public Support:	-		-		
Unrestricted	23,277	-	-		23,277
Restricted - Utility					
Programs	-	-	-	6,119	6,119
Client Contributions	-	-	-	49,830	49,830
Charitable Gaming	145,383	-	-	-	145,383
Miscelfaneous	45,287	<del></del>	-		45,287
Total Revenues	399,215	486,522	<u>883,704</u>	440,131	2,209,572
<u>EXPENDITURES</u>					
Health, Welfare & Social					
Services					
Current:					
Salaries	91,445	-	-	204,720	296,165
Fringe	9,613	-	-	30,389	40,002
Travel	923	-	-	10,242	11,165
Operating services	163,851	486,522	-	121,055	771,428
Operating supplies	9,162	•	-	15,606	24,768
Other costs	-	-	883,909	-	883,909
Meals	-	-	-	129,028	129,028
Utility assistance	-	-	-	5,199	5,199
Capital outlay	25,691	-			25,691
Total expenditures	300,685	486,522	883,909	516,239	2,187,355
Excess (deficiency) of revenues					-
over expenditures	98,530	•	(205)	(76,108)	22,217
OTHER FINANCING SOURCES (USES)					•
Operating transfers in	-	-	205	136,142	136,347
Operating transfers out	(77,233)			(59,114)	(136,347)
Excess (defiiency) of revenues and					-
other sources over expenditures					-
and other uses	21,297	-	-	920	22,217
FUND BALANCES (DEFICIT)					-
Beginning of year (deficit)	62,449	-		25,290	87,739
End of year	\$ 83,746	\$ -	\$ -	\$ 26,210	\$ 109,956

# Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities

# Year Ended June 30, 2008

Net Increase (Decrease) in fund balances total governmental funds	\$ 22,217
Governmental funds report capital outlays as expenditures.	
However, in the statement of activities the cost of these	
assets is allocated over their estimated useful lives and	
reported as depreciation expense. This is the amount	
by which depreciation (\$ 29,425) exceeded capital outlay (\$25,691)	
in the current period.	(3,734)
Proceeds of borrowings are reported as revenue in the	
governmental funds. However, these proceeds are not	
reported as revenue in the statement of activities	(15,041)
Some expenses reported in the Statement of Activities do	
not require the use of current financial resources and	
therefore are not reported as expenditures in governmental	
funds.	
Principal payments on notes payable	 14,798
Increase (Decrease) of net assets of governmental activities	\$ 18,240

The accompanying notes are an integral part of this statement.

# NOTES TO FINANCIAL STATEMENTS

June 30, 2008

# Note 1 - Summary of Significant Accounting Policies:

# A. Purpose of the Council on Aging:

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in Morehouse Parish; to keep abreast of the latest developments in-these fields of activity throughout Louisiana and the United States; interpret its findings to the citizens of the parish; provide for a mutual exchange of ideas information on the parish and state level; to conduct public meetings to make recommendations for needed improvements and additional resources; to promote the welfare of aging people when requested to do so; to coordinate and monitor services of other local agencies serving the aging people of the parish; and to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) other departments of state and local serving the elderly; and government to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

Specific services provided by the Council to the elderly residents of Morehouse Parish include providing congregate and home delivered meals, nutritional education, personal care, information and assistance, outreach, material aid, utility assistance, homemakers, recreation, legal assistance, health promotion, and transportation. The Council also administers Section 8 Housing Program through the Morehouse Parish Police Jury.

# NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# B. Reporting Entity:

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. However, before the council on aging can begin operations in a specific parish, its application for a charter must receive approval from the Governor's Office of Elderly Affairs pursuant to LA R.S. 46:1602. The functions of each council on aging in Louisiana must comply with the objectives of state laws and are governed by the policies and regulations established by GOEA.

Morehouse Council on Aging, Inc. is a legally separate, non- profit, quasi-public corporation. It received its charter and began operations on September 21, 1976.

A board of directors, consisting of 15 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected annually in the following manner:

Members are selected from the general public to represent all sections of the parish and are drawn from, but not limited to, civic organizations, governmental agencies, business, and religious groups.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

### Note 1 - Summary of Significant Accounting Policies (Continued)

# B. Reporting Entity: - (Continued)

Membership in the Council is open at all times, without restriction, to all residents of Morehouse Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, the Morehouse Council on Aging, Inc. is not a component unit of another primary government nor does it have any component units that are related to it. In addition, based on the criteria set forth in GASB Codification section 2100, the council has presented its financial statements as a primary government, because it is a special-purpose government that has а separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement 14, the term fiscally independent means that the council approval without of or consent another governmental entity, determine or modify its budget, levy its own taxes or set rates or charges, and issue bonded debt. As previously mentioned, GOEA establishes the policies and regulations that all councils must follow. Included in its policies is a provision that the Council's budget be approved by GOEA. However, this approval process is part of GOEA's general oversight responsibility for the council and is more ministerial or compliance oriented than substantive.

Accordingly, the Council is viewed as being fiscally independent for purposes of applying the reporting entity criteria of GASB Statement 14.

# NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

### C. Presentation of Statements:

The Council's statements are prepared in accordance with accounting principles generally accepted (GAAP) in United States of America as applicable The Governmental Accounting governmental entities. Standards Board (GASB) is responsible for establishing for state and local governments through pronouncements ( Statements and Interpretations). follow Governments are also required to pronouncements of the Financial Accounting Standards issued through November 30, 1989 Board (FASB) do not conflict with or (when applicable) that contradict GASB pronouncements.

The council has the option to apply FASB pronouncements issued after that date to its businesstype activities and enterprise funds; however, the Council has chosen not to do so because it does not have any business-type activities or enterprise funds. The more significant accounting policies established in GAAP and used by the Council are discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments. Certain of the significant changes in the Statement require the following:

 A Management Discussion and Analysis (MD&A) section providing an analysis of the Council's overall financial position and results of operations.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies - (Continued)

# C. Presentation of Statements (Continued)

- Governmental-Wide Financial statements prepared using full accrual accounting for all of the Council's activities.
- A change in the fund financial statements to focus on the major funds.

### D. Basic Financial Statements - Government-Wide Statements

The Council's basic financial statements include both Government-Wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Council's functions and programs have been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the Government-Wide financial statements - do not include any of these activities or funds.

In the Government-Wide Statement of Net Assets, the governmental type activities column (a) is presented on a consolidated basis by column, (b) and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts - invested in capital assets, net of related debt; restricted net assets; and

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies - (Continued)

# D. Basic Financial Statements - Government-Wide Statements (Continued)

unrestricted net assets. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those capital Restricted net assets consist of net assets with constraints placed on the use either by (1) external creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted net assets include all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

The Council's policy is to use restricted resources first to finance its activities except for nutrition services. When providing nutrition services, revenues earned by the Council under its USDA contract with GOEA can only be used to pay for the raw food component of each meal that is bought and served to a person eligible to receive a meal under one of the nutrition programs. The Council's management has discretion as to how and when to use the USDA revenues when paying for nutrition program costs. Quite often unrestricted resources are available for use that must be consumed or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using restricted resources first.

The Government-Wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted net

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies - (Continued)

# D. Basic Financial Statements - Government-Wide Statements (Continued)

investment income, particularly if the function or The Statement of Activities program has a net cost. begins by presenting gross direct and indirect expenses that include depreciation, and then reduces the expenses by related program revenues, such as operating capital grants and contributions, to derive the net cost of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants. The Council did not receive any capital-specific grants this year.

The Council allocates its indirect costs among various functions and programs in accordance with Circular A-87. The Statement of Activities shows this allocation in a separate column labeled "indirect cost allocation." In addition, GOEA provides grant funds to help the Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council's other functions and programs.

The Government-Wide Statements focus upon the Council's ability to sustain operations and the change in its net assets resulting from the current year's activities.

# E. Basic Financial Statements - Fund Financial Statements:

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. The operations of each—fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for in individual funds based

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies: (Continued)

# E. Basic Financial Statements - Fund Financial Statements (Continued)

upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Council uses governmental fund types. The focus of governmental funds' measurement (in the statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds the governmental fund types. Α fund considered major if it is the primary operating fund of the Council or if its total assets, liabilities, or expenditures are at least 10% of the revenues. corresponding total for all funds of that category or type.

Governmental fund equity is called the fund balance. Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside or earmarks certain resources to expend in a designated manner. In contrast to reserved fund balances, designated amounts can be changed at the discretion of management.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# E. Basic Financial Statements: Fund Financial Statements (Continued)

The following is a description of the governmental funds of the Council:

- The General Fund is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund.
- Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's office of Elderly Affairs, which in turn "passes through" the funds to the council.

The Council has established several special revenue funds. The following is a brief, description of each special revenue fund's purpose:

# Major Special Revenue Funds

The Section 8 Housing Program Fund is administered by the Council through Morehouse Parish Police Jury. The Council determines eligibility for qualified participants.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# E. Basic Financial Statements - Fund Financial Statements (Continued

The Title III C-2 Fund is used to account for funds that are used to provide nutritional meals to homebound older persons. Using Title III C-2 funds the Council served 25,458 meals during the year to people eligible to participate in this program.

The Title III B Fund is used to account for funds, which are used to provide various units of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying unit of service for each Title III program. Specific supportive social services, along with the number of units provided during the fiscal year, are as follows:

		<u>Units</u>
•	Information and Assistance	657
•	Outreach	188
•	Homemaker	2,748
•	Transportation for people	
	age 60 or older	6,991
•	Legal	192
•	Caregiver	1,406

The Title III C-1 Fund is used to account for funds that are used to provide nutritional, congregate meals to the elderly at meal sites located in Bastrop nd surrounding areas. During the year the Council served 21,711 meals to people eligible to participate in this program. In addition to the meals serviced, the Council also provided 62 units of nutritional education to eligible participants.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# e. Basic Financial Statements - Fund Financial Statements - (Continued)

The Senior Center Fund is used to account for the administration of Senior Center program funds appropriated by the Louisiana Legislature to GOEA, which in turn "passes through" the funds to the Council. The purpose of this program is to provide a community service center at which elderly people receive supportive social services participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. senior center for Morehouse Council is located in Bastrop. Senior Center funds can be used at management's discretion to support any of the Council's programs that benefit the elderly. Accordingly, during the fiscal year, the Senior Center Fund transferred the majority of its grant revenue to the Title III B Fund to subsidize that program's cost of providing supportive services to elderly persons who use the senior center.

# Non-Major Special Revenue Funds

The Title III C Area Agency Administration Fund is used to account for a portion of the indirect costs of administrating the Council's programs. Each fiscal year GOEA provides the Council with funds to help pay for the costs of administering the Council's special programs for the elderly. The amount of funding is not enough to pay for all the indirect costs. As a result, the Council will allocate its indirect costs to this fund first. Once the GOEA funds are completely used, any indirect costs, in excess of the funds provided by GOEA, are distributed to other funds and programs using a formula based on the percentage each program's direct costs bear to direct costs for all programs.

### NOTES TO FINANCIAL STATEMENTS

June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# E. Basic Financial Statements - Fund Financial Statements - (Continued)

The Title III D Fund is used to account for funds used for disease prevention and health promotion activities. During the year 7,252 units of wellness service were provided to eligible participants in this program.

The Nutritional Services Incentive Fund is used to account for the administration of the Food Distribution Program provided by the United State Department of Agriculture through the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council. distributes funds to each parish council on aging Louisiana based on how many meals each council on aging served in the previous year in relation to the total meals served statewide by all councils. The primary purpose of the NSI reimbursement is to provide money to the Council that United States food and commodities may purchased to supplement nutrition programs.

The Utility Assistance Fund is used to account for the administration of utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging to provide assistance to the elderly for the payment of utility bills. The Council receives its Project Care donations directly from Entergy Corporation. LP&L Helping Hands donations are provided through the Louisiana Association of councils on Aging, Inc. (LACOA). During the year, the Council was able to provide 103 units of service with these funds.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# E. Basic Financial Statements - Fund Financial Statements - (Continued)

The Audit Fund is used to account for funds received from the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Council's financial statements. The cost allocated to this fund is equal to the GOEA supplement. Excess audit costs have been distributed to other funds and programs using the Council's indirect cost allocation formula.

The Supplemental Senior Center Fund was established to account for funds that were appropriated by the Louisiana Legislature for the various councils on aging throughout Louisiana to supplement each council's primary grant for senior center operations and activities. The Morehouse Council on Aging, Inc. was one of the parish councils to receive a supplemental grant of \$3,100. The monies received by this fund during the year were transferred to the Title IIIB Supportive Services Fund to supplement the costs in this fund.

The Title III E Care-giver Fund provides systems of support services for family care-givers and for older individuals who are relative care givers. Under this program, the Council rendered 1,527 units of respite care to qualifying individuals.

### NOTES TO FINANCIAL STATEMENTS

June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# F. Measurement Focus and Basis of Accounting:

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

# 1. Accrual Basis - Government-Wide Statements (GWFS):

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

# 2. Modified Accrual Basis - Fund Financial Statements (FFS):

accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of transaction can determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

# NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

The Council considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

# G. Interfund Activity:

Interfund activity is reported as either loans transfers. Loans between funds are interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. permanent reallocation Transfers represent a Transfers between funds are resources between funds. netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net assets in the Government-Wide Financial Statements.

# H. Investments:

GASB Statement 31 requires the Council to report its investments at fair value, except for investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost- based measure, provided that the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# I. Prepaid Expenses/Expenditures:

Prepaid expenses include amounts paid for services in advance. These are shown as assets on the Government-Wide Statement of Net Assets.

In the Fund Financial Statements, the Council has elected not to include amounts paid for future services as expenditures until those services are consumed to comply with the cost reimbursement terms of grant agreements. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the Fund Financial Statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been reserved to reflect the amount of fund balance not currently available for expenditure.

# J. Capital Assets:

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$1,000 and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of the various classes of depreciable capital assets are as follows: Building improvements - 20 years, equipment and vehicles - 5 - 7 years, computers - 3 years. Depreciation is not computed or recorded on capital assets for purposes of the Fund Financial Statements.

### NOTES TO FINANCIAL STATEMENTS

# June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

# K. Cash and Cash Equivalents:

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amounts that equal their fair values.

# L. Unpaid Compensated Absences:

No liability is recorded for nonvesting accumulated rights to receive vacation or sick pay benefits.-Wide Statements.

# M. Allocation of Indirect Expenses:

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses recorded as direct expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration unction. The unsubsidized of the Administration function is allocated cost a formula that is based primarily on relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect cost allocation according to their grant or contract limitations.

# N. Management's Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

#### NOTES TO FINANCIAL STATEMENTS

#### June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

#### O. Elimination and Reclassifications:

In the process of aggregating data for the Statement of Net Assets and, the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

#### P. Deferred Revenues:

The Council reports deferred revenues on its Statement of Net Assets and on the balance sheet of the Fund Financial Statements. Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying expenditures. In subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

#### Note 2 - Revenue Recognition

Revenues are recorded in the Government-Wide Statements when they are earned under the accrual basis of accounting.

Revenues are recorded in the Fund Financial Statements using the modified accrual basis of accounting. in applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, the timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received. The Council had no deferred revenue at June 30, 2004.

#### NOTES TO FINANCIAL STATEMENTS

#### June 30, 2008

# Note 1 - Summary of Significant Accounting Policies (Continued)

#### Note 3 - Cash

The Council maintains a consolidated bank account to deposit most of the monies it collects and to pay its bills. The consolidated bank account is available for use by all funds. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds.

At year-end, the carrying amount of the Council's cash balances on the books was \$216,749 whereas the related bank cash balances totaled \$224,367. The difference in the book and bank balances for cash relates primarily to deposits made and checks written which did not clear the bank accounts by year-end. All bank balances were covered by federal depository insurance.

#### Note 4 - Investments

The Council's primary purpose for investing is to earn interest income on money that its management has determined to be in excess of immediate cash needs. Louisiana Revised Statute 33:2955 sets forth a list of the types of investments in which a political subdivision may invest its temporarily idle funds. The Council had no investments at June 30, 2008.

#### Note 5 - Government Grants and Contracts Receivable

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end.

Government grants and contracts receivable at year-end, consist of reimbursements for expenses incurred under the following programs:

Local	\$17,540
Senior Housing	<u>8,079</u>
Total	<u>\$25,619</u>

#### NOTES TO FINANCIAL STATEMENTS

# <u>June 30, 2008</u>

# 

Note 6 - Changes in Capital Assets

		<u> </u>			_			
A summary	of	changes	in	capit	al a	assets	is	as
follows:								
		Balance				B	alance	)
Capital Asset:	<u> </u>	07-01-07	Incre	ases Dec	crease	<u>s</u>	06-30	<u>3-08</u>
Building	\$	352,629	\$ -	\$	~	\$	352,	629
Furniture								
& equipment		181,776	25,6	591	_		207,	467
Leasehold Impr	·	61,644			-		61,	644
Subtotal		596,049	25,6	91			621,	740
Accumulated De	preci	ation:						
Building		30,092	9	,632	_		39,	724
Furniture								
& Equipment		128,700	19	,793	-		148,	493
Leasehold Impr	·	61,644				_	61,	644
Subtotal		220,436	29	<u>, 4</u> 25			249,	861
Net Assets	\$	375,613 \$	(_3	<u>.734</u> )\$		\$\$	371,	879
Depreciation follows:	was	charged	to	governme	ental	activi	ties	as
TOTIOMS:								
2	Secti	on 8				\$	9,75	8
I	II B	Supportive S	Service	S			12,83	6
C	-1						2,53	37
C-	2						3,12	2
I	II E	Caregiver					1,17	
		depreciation	n expen	se for				_
		ernmental a				\$	29,4	<u>25</u>

#### NOTES TO FINANCIAL STATEMENTS

#### June 30, 2008

#### Note 7 - Board of Directors' Compensation

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for any out-of-pocket costs they might incur on behalf of the council in accordance with the Council's applicable reimbursement policy.

#### Note 8 - Income Tax Status

The Council, a non-profit corporation, is exempt from federal income taxation under Section 501 (c)(3) of the Internal Revenue Code, and as an organization that is not a private foundation as defined in Section 509(a) of the Code. It is also exempt from Louisiana income tax.

#### Note 9 - Economic Dependency

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's office of Elderly Affairs (GOEA). The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the council, will receive in the next fiscal year.

#### NOTES TO FINANCIAL STATEMENTS

June 30, 2008

## Note 10 - Interfund Receivables and Payables

Because the Council operates most of its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant programs. Such advances create short-term interfund loans in the Fund Financial Statements. A summary of these interfund loans at year end, is as follows:

	Due From Other Funds	Due to <u>Other Funds</u>
General Fund Non Major	\$ -	\$ 26,069
Funds	<u>26,210</u>	141
Total	<u>\$ 26,210</u>	<u>\$ 26,210</u>

These loans have been eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

#### Note 11 - Risk Management

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God, like floods or earthquakes.

#### NOTES TO FINANCIAL STATEMENTS

#### <u>June 30, 2008</u>

#### Note 12 - Interfund Transfers

Funds Transfe In	r Local	PCOA	USDA	Supple Senior Ctr	Senior Center	Total
Local	\$ -	-	\$ -	\$ - \$	-	\$ -
Title IIIB	1,614	21,950	<del></del>	_	27,986	51,550
C-1	17,690	_	12,613	_	_	30,303
C-2	27,043	8,710	15,415	3,100	**	54,268
AAA	21	-	-	_	_	21
Sr Housing	205					205

#### Totals \$ 46,573 \$30,660 \$ 28,028 \$ 3,100 \$ 27,986 \$136,347

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

#### Note 13 - Related Party Transactions

There were no significant related party transactions during the year.

#### Note 14 - In-Kind Contributions

The Council received various in-kind contributions during the year. In-kind contributions consisted primarily of the time donated by volunteer workers at senior centers and meal sites. Although these contributions have not been reported as revenues, no offsetting expenses have been incurred thereby producing no effect on the financial statements.

#### NOTES TO FINANCIAL STATEMENTS

#### June 30, 2008

#### Note 15 - Long-Term Debt

The following is a schedule of long-term debt:

Note payable to GMAC, payable in 60 monthly installments of \$287, interest at 8.25%, collateralized \$ by vehicle

5,029

Note payable to a bank, payable in 60 monthly installments of \$305, interest at 7.9%, collateralized by vehicle

13,660

Note payable to USDA, payable in 240 monthly installments of \$1,159 including interest at 4.375% collateralized by building \_\_\_\_\_150,264

Total notes payable Less: current portion 168,953 <u>10,623</u>

Total Long-Term Debt

<u>\$ 158,330</u>

Maturities of notes payable are as follows: Year ending June 30, 2009- \$10,578; 2010 - \$9,651; 2011 - \$8,112; 2012-\$8,474; 2013 - \$8,853 and thereafter-\$123,285.

# Budgetary Comparison Schedule - General Funds

June 30, 2008

	Budgeted .	<u>Amounts</u>	Actual Amounts	Variance with Final Budget Favorable (Unfavorable)	
	Original	Final	GAAP Basis		
REVENUES					
Intergovernmental					
Governor's Office of Elderly Affairs	\$ 30,660	\$ 30,660	\$ 30,660	\$ -	
Housing & Urban Development	50,616	50,616	52,916	2,300	
Social Services	86,991	86,991	90,910	3,919	
Health & Hospitals	3,384	3,384	10,782	7,398	
Contributions	40,885	40,885	23,277	(17,608)	
Charitable Gaming	•	-	145,383	145,383	
Miscellaneous			45,287	45,287_	
Total Revenues	212,536	212,536	399,215	186,679	
EXPENDITURES					
Current:					
Personnel	72,973	72,973	91,445	(18,472)	
Fringe	10,948	10,948	9,613	1,335	
Travel	473	473	923	(450)	
Operating Services	26,340	26,340	163,851	(137,511)	
Operating Supplies	9,718	9,718	9,162	556	
Other Costs	1,000	1,000	-	1,000	
Capital Outlay	<u> </u>		25,691	(25,691)	
Total Expenditures	121,452	121,452	300,685	(179,233)	
Excess (deficiency) of revenues					
over expenditures	91,084	91,084	98,530	7,446_	
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	-		
Transfers out	(91,084)	(91,084)	(77,233)	13,851	
Total other financing sources and uses	(91,084)	(91,084)	(77,233)	13,851	
Net increase (decrease) in fund balances	-	-	21,297	21,297	
FUND BALANCES					
Beginning of year	62,449	62,449	62,449		
End of year	\$ 62,449	\$ 62,449	\$ 83,746	\$ 21,297	

#### Budgetary Comparison Schedule - Section 8

## For the Year Ended June 30, 2008

	Budgeted	Amounts	Actual Amounts	Variance with Final Budget	
	Original	Final	GAAP Basis	Favorable (Unfavorable)	
REVENUES Intergovernmental					
Department of HUD Public Support	\$ 498,483	\$ 498,483	\$ 486,522	\$ (11,961)	
Total Revenues	498,483	498,483	486,522	(11,961)	
EXPENDITURES					
Current: Personnel	_	_	_	_	
Fringe	-	-	-	-	
Travel	-	-	-	-	
Operating Services	498,483	498,483	486,522	11,961	
Operating Supplies	-	-	-	-	
Other Costs	-	-	•	-	
Meals			<del>-</del>		
Total Expenditures	498,483	498,483	486,522	11,961	
Excess (deficiency) of revenues					
over expenditures					
OTHER FINANCING SOURCES (USES)					
Transfers in		-	-	-	
Transfers out		-	-		
Total other financing sources and uses	-	•	-	-	
Net increase (decrease) in fund balances	-	-	-	-	
FUND BALANCES					
Beginning of year				-	
End of year	\$	<u>\$</u>	\$ -	\$ -	

#### Budgetary Comparison Schedule - Senior Housing

#### For the Year Ended June 30, 2008

	<u>Budgeted</u>	Amounts	Actual Amounts	Variance with Final Budget  Favorable (Unfavorable)	
	Original	Final	GAAP Basis		
REVENUES					
Intergovernmental		<b>0.1040300</b>	e 022.704	\$ (224,496)	
Department of HUD Federal Flome Loan Bank	\$ 1,048,200 	\$ 1,048,200	\$ 823,704 60,000	\$ (224,496)	
Total Revenucs	1,048,200	1,048,200	883,704	(164,496)	
EXPENDITURES			•		
Current:					
Personnel	-	-	-	-	
Fringe	-	-	-	•	
Travel	-	-	-	-	
Operating Services	-	-	•		
Operating Supplies Other Costs	1,048,200	1,048,200	883,909	164,291	
Meals			-		
Total Expenditures	1,048,200	1,048,200	883,909	164,291	
Excess (deficiency) of revenues					
over expenditures			(205)	(205)	
OTHER FINANCING SOURCES (USES)					
Transfers in	<del>-</del>	-	205	205	
Transfers out			<u> </u>	-	
Total other financing sources and uses	-	-	205	205	
Net increase (decrease) in fund balances	-	-	-	-	
FUND BALANCES					
Beginning of year					
End of year	\$	<u>\$</u> -	<u>s - </u>	\$ -	

# Schedule of NonMajor Special Revenue Funds

# Year Ended June 30, 2008

	Area Agency				
	Admin	Title IIIB	C-1	C-2	HE
REVENUES	<del></del>				
Intergovernmental:					
Governor's Office of Elderly Affairs	\$ 23,887	\$ 79,870	\$ 84,902	\$ 91,619	\$ 28,705
Public Support:					
Restricted - Utility Programs	-	-	-	· -	-
Client Contributions		3,771	29,484	16,575	
Total revenues	23,887	83,641	114,386	108,194	28,705
<u>EXPENDITURES</u>					
Salaries	11,695	68,678	53,810	61,795	8,742
Fringe	3,023	9,706	7,382	9,067	1,211
Travel	121	6,352	1,608	2,145	16
Operating services	8,400	37,785	19,532	20,609	18,644
Operating supplies	669	12,670	994	1,181	92
Other costs	-	-	-	•	-
Meals	-	-	61,363	67,665	-
Utility assistance	-	-	-	-	-
Capital outlay		<del>-</del>			
Total expenditures	23,908	135,191	144,689	162,462	28,705
Excess (deficiency) of revenues over					
expenditures	(21)	(51,550)	(30,303)	(54,268)	-
OTHER FINANCING SOURCES (USES)					
Operating transfers in	21	51,550	30,303	54,268	-
Operating transfers out					-
	21	51,550	30,303	54,268	-
Excess (deficiency) of revenues and					
other sources over expenditures and					
other uses	-	-	-	-	-
FUND BALANCES					
Beginning of year	<del></del>				
End of year	\$	<u> </u>	\$ -	\$	<u> </u>

NSIP	Audit	Senior Center	Supple Senior Center	IIID	Utility Assistance Fund	Totals
\$ 28,028	\$ 2,250	\$ 37,986	\$ 3,100	\$3,835	-	\$ 384,182
-		-	<u>-</u>	<u>-</u>	6,119	6,119 49,830
28,028	2,250	37,986	3,100	3,835	6,119	440,131
-	-		<u>-</u>	- -	-	204,720 30,389
- -	2,250	10,000	- -	3,835	- -	10,242 121,055 15,606
- - -	- - -	- - -	- - - -	- - -	5,199	129,028 5,199
	2,250	10,000	•	3,835	5,199	516,239
28,028	-	27,986	3,100	-	920	(76,108)
(28,028) (28,028)		(27,986) (27,986)	(3,100)			136,142 (59,114) 77,028
-	-	-	-	~	920	920
-	<del>-</del>	<del>-</del>			25,290	25,290
\$ -	\$ -				\$ 26,210	\$ 26,210

# Statement of General Fixed Assets and Changes in General Fixed Assets For the Year Ended June 30, 2008

		Balance e 30, 2007	A	dditions	Dele	etions _		Balance e 30, 2008
General Fixed Assets, at cost: Building	\$	352,629	\$	_	\$	_	\$	352,629
Furniture and equipment	J)	181,776	Ψ	25,690	Ψ	_	Ψ	207,466
Leasehold Improvements		61,644						61,644
Total	_\$	596,049	\$	25,690	\$		\$	621,739
Investment in General Fixed Assets: Property with no reflection								
of source and general fund acquisitions	\$	76,531	\$	_	\$	_	\$	76,531
Title IIIC-1		8,111		-		•		8,111
Title III C-2		3,019		-		~		3,019
Senior Center		6,504		-		•		6,504
Title III B Supportive Services		4,805		-		-		4,805
Title III F		2,024		-		-		2,024
Supplemental Senior Center		3,818		-		-		3,818
Local		491,237		25,690		<u> </u>		516,927
Total	<u>\$</u>	596,049	\$	25,690	\$	<u>-</u>	\$	621,739

# Schedule of Federal Awards For the Year Ended June 30, 2008

FEDERAL GRANTOR/ PROGRAM TITLE	FEDERAL CFDA NUMBER	PROGRAM OR AWARD AMOUNT	REVENUE RECOGNIZED	EXPENDITURES
U. S. Department of Health and Human Services Administration on Aging				
Passed through the Louisiana Governor's Office of Elderly Affairs  Special programs for the aging:				
Title III, Part B - Grant for Supportive Services and Senior Centers	93.044	\$ 51,522	\$ 51,522	\$ 51,522
Title III, Part C - Area Agency Administration Title C-1 - Nutrition Services	93.045	17,915	17,915	17,915
Congregate Meals  Title C-2 - Nutrition Services	93.045	50,264	50,264	50,264
Home Delivered Meals Subtotal CFDA# 93.045	93.045	34,085 153,786	34,085 153,786	34,085 153,786
Title III, Part D - Preventive Health	93.043	3,835	3,835	3,835
Title III, Part E - Caregiver	93.052	21,529	21,529	21,529
Total for U. S. Department of Health and Human Services		179,150	179,150	179,150
Department of Housing and Urban Development				
Section 8 Housing Voucher *	14.871	486,522	486,522	486,522
Supportive Housing for the Elderly *	14.157	823,704	823,704	823,704
Total for Housing and Urban Development		1,310,226	1,310,226	1,310,226
U.S. Administration on Aging Passed through the Louisiana Governor's Office of Elderly Affairs				
NSI - Nutritional Services Incentive		31,400	28,028	28,028
Total - All Federal Awards  * Denotes Major Program		\$1,520,776	\$ 1,517,404	\$ 1,517,404
mar 1 10Brant				



REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors Morehouse Council on Aging, Inc. Bastrop, Louisiana

I have audited the financial statements of Morehouse Council on Aging, Inc. as of and for the year ended June 30, 2008, and have issued my report thereon dated December 31, 2008. I conducted my audit in accordance with accounting standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing my audit, I considered Morehouse Council on Aging, Inc.'s internal control over financial reporting (internal control) as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, I do not express an opinion on the effectiveness of the Council's internal control over financial reporting.

My consideration of internal control over financial reporting was for the limited purpose described in the second paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, I identified a certain deficiency in internal control over financial reporting that I consider to be a material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Council's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Council's financial statements that is more than inconsequential will not be prevented or detected by the Council's internal control. I consider Finding #2008-1 described in the accompanying schedule of findings and questioned costs to be a significant deficiency in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Council's internal control.

My consideration of internal control was for the limited purpose described in the second paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, I believe that Finding #2008-1, lack of segregation of duties, is a material weakness.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Councils financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed two instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended solely for the information and use of the Board of Directors, management, and federal and state cognizant agencies and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Certified Public Accountant

Marcha D. Milliea

December 31, 2008

#### Schedule of Findings and Questioned Costs

#### For the Year Ended June 30, 2008

# Summary of Audit Results

- 1. The auditor's report expresses an unqualified opinion on the financial statements.
- 2. One material weakness was identified during the audit of the financial statements.
- 3. No instances of noncompliance material to the financial statements of Morehouse Council on Aging, Inc. were disclosed during the audit.
- 4. One material weakness was identified during the audit of the major federal programs.
- 5. Audit findings that are required to be reported in accordance with OMB Circular A-133 are reported in this schedule.
- 6. The programs tested as major programs included:
  - 14.871 Section 8 Housing Voucher14.157 Supportive Housing for the Elderly
  - to the compression of the country
- 7. The threshold for distinguishing Type A and B programs was \$300,000.
- 8. Morehouse Council on Aging, Inc. was not determined to be a low risk auditee.

#### Finding/Noncompliance

#### Finding #2008 -1:

<u>Criteria:</u> The segregation of duties is inadequate to provide effective internal control.

Cause: The condition is due to economic and space limitations.

Recommendation: No action is recommended.

Management's Response: We concur with the finding.

#### Schedule of Findings and Questioned Costs

#### For the Year Ended June 30, 2008

#### Finding # 2008 - 2:

<u>Criteria:</u> The Council was the administrator for a HUD project to build senior apartments during the year ended June 30, 2008. The project required a cost certification within 90 calendar days of the cost certification date. The Council did not obtain a cost certification audit.

<u>Cause</u>: We requested the cost certification be prepared by the certified public accountant that reconciles our bank statements. Our certified public accountant informed us that she does not render audit services. There was not enough time to prepare the cost certification within the time frame required by HUD.

Recommendation: I recommend the Council comply with HUD regulations.

<u>Management's Response:</u> We concur with the finding. We will engage a certified public accountant to perform the cost certification

#### Finding #2008 - 3:

<u>Criteria:</u> The Council prepared requisition requests to HUD to pay costs of construction senior apartments. HUD rules require that monies be expended within three days of receipt. On one occasion, funds were disbursed fourteen days after receipt.

Cause: The condition is due to oversight.

Recommendation: I recommend the Council comply with HUD regulations.

Management's Response: We concur with the finding. We will comply with all HUD regulations.

#### Corrective Action Taken on Prior Year Findings

#### June 30, 2008

#### **FINDING 2007-1**:

The segregation of duties is inadequate to provide effective internal control.

#### **STATUS:**

No action was recommended due to economic and space limitations and none was taken.

#### **FINDING 2007-2:**

The Council did not file its audited financial statements within the time frame required by State Law.

## **STATUS:**

Resolved.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Directors Morehouse Council on Aging, Inc. Bastrop, Louisiana

#### Compliance

I have audited the compliance of Morehouse Council on Aging, Inc. with the types of compliance requirements described in the <u>U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement</u> that are applicable to each of its major federal programs for the year ended June 30, 2008. Morehouse Council on Aging, Inc.'s major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Council's management. My responsibility is to express an opinion on the Council's compliance based on my audit.

I conducted my audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that I plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Council's compliance with those requirements and performing such other procedures as I considered necessary in the circumstances. I believe that my audit provides a reasonable basis for my opinion. My audit does not provide a legal determination on the Council's compliance with those requirements.

In my opinion, Morehouse Council on Aging, Inc. complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended June 30, 2008. However, the results of my auditing procedures disclosed two instances of noncompliance with those requirements, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as Finding 2008-2 and Finding 2008-3.

## Internal Control Over Compliance

The management of Morehouse Council on Aging, Inc. is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered the Council's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine my auditing procedures for the purpose of expressing my opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, I do not express an opinion on the effectiveness of the Council's internal control over compliance.

810 WILKINSON SHREVEPORT, LA 71104-3036 (318) 221-3881 FAX: (318) 221-4641 My consideration of the internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the Council's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below, I identified a certain deficiency in internal control over compliance that I consider to be a significant deficiency.

A control deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the Council's internal control. I consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as Finding #2008-1 to be a material weaknesses.

Morehouse Council on Aging, Inc's response to the findings identified in my audit are described in the accompanying schedule of findings and questioned costs. I did not audit the Council's response, and accordingly, I express no opinion on it.

This report is intended solely for the information of management, the Board of Directors and applicable federal and state cognizant agencies and is not intended to be, and should not be, used by anyone other than the specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Certified Public Accountant

Marcha O. Millian

December 31, 2008